

*Salary Information is listed by Salary Grade. Scroll down the schedule to find the desired Job Title. Salaries are listed in bi-weekly or hourly rates.*

GRADE 03R

	(1)	(2)	(3)	(4)	(5)	(6)	10-yr (7)	15-yr (8)
04/26/08	1348.45	1456.93	1530.25	1604.94	1686.69	1769.87	1823.42	1880.72

GRADE 05R

04/26/08	1431.55	1544.35	1624.63	1703.55	1788.15	1875.58	1931.91	1993.83
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GRADE 07R

630C BUDGET ASSISTANT  
392C RESEARCH ANALYST I

04/26/08	1514.70	1640.20	1720.48	1807.92	1898.15	1991.12	2050.32	2116.88
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GRADE 08R

290C HUMAN RESOURCES CONSULTANT I

04/26/08	1561.23	1689.50	1772.68	1858.62	1953.08	2050.21	2112.34	2180.52
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GRADE 11R

293C HUMAN RESOURCES CONSULTANT II

04/26/08	1705.01	1844.52	1936.14	2031.97	2134.94	2239.19	2301.15	2382.86
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GRADE 13R

631C BUDGET ANALYST

04/26/08	1809.30	1955.86	2054.56	2153.19	2261.76	2377.31	2446.40	2524.20
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GRADE 14R

04/26/08	1862.89	2013.66	2113.79	2220.88	2329.42	2446.40	2518.27	2602.04
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GRADE 015

296C HUMAN RESOURCES CONSULTANT III  
247C RISK ANALYST

04/26/08	1919.27	2074.27	2175.78	2285.68	2398.48	2518.27	2595.80	2681.25
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GRADE 16R

	(1)	(2)	(3)	(4)	(5)	(6)	10-yr (7)	15-yr (8)
04/26/08	1970.60	2129.85	2236.98	2348.33	2465.31	2589.22	2665.44	2752.56

GRADE 19R

632C SENIOR BUDGET ANALYST

620A WORKERS COMPENSATION CLAIMS ADMINISTRATOR

04/26/08	2160.28	2332.19	2449.21	2571.81	2700.06	2836.79	2917.12	3015.01
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GRADE 20R

04/26/08	2223.71	2404.11	2523.93	2649.33	2781.78	2920.00	3005.94	3105.55
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GRADE 26R

633C CHIEF BUDGET ANALYST

04/26/08	2653.60	2870.56	3008.71	3162.43	3320.22	3485.11	3589.41	3705.25
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**BENEFITS:****VACATION**Years of ServiceHours of Vacation

1st year thru 4 year	17 days (.0654) - C
5 <sup>th</sup> year thru 7 <sup>th</sup> year	20 days (.0769) - D
8th year thru 15th year	24 days (.0923) - L
16th year thru 19th year	27 days (.1038) - Q
Twenty years and beyond	28 days (.1077) - R

Vacation accrual rate shall be determined based on calendar years of service for both part-time and full-time employees.

**VACATION CASH IN**

Employees may request compensation in cash for up to one week of unused vacation within each IRS payroll reporting year. Payment will be at the discretion of the Department Head and additionally, limited by the availability of funds in the Department's Budget. Such election must be made in writing on or before December 1 of each IRS payroll reporting year.

**HOLIDAY ELIGIBILITY**

In order to be eligible for holiday with pay, an employee must be employed as of the date of the holiday and have paid hours, excluding overtime, on the payroll for that pay period. Paid hours include hours actually worked, vacation time used, compensatory time used, paid leave and sick leave.

**SEVERANCE PAY****Effective January 1, 2008:**

A minimum of 14 years of service and 600 hours of sick leave credits at the time of his/her separation of service from the City.\*

Minimum 14 years of service and Severance  
accrued sick leave credits of:

600	\$ 4,000
700	\$ 5,000
800	\$ 6,000
900	\$ 7,000
1000	\$ 8,000
1100	\$ 9,000
1200	\$10,000
1300	\$11,000
1400	\$12,000
1500	\$13,000
1600	\$14,000
1700	\$15,000
1800	\$16,000

\*For employees hired or transferred to the City after 2/27/98, any time spent working for the I.S.D. #625 will not count toward their length of service for severance pay.

For any employee who is eligible to receive severance from the City, the City will contribute 105% of the full amount of their severance payment to a Post Employment Health Plan (PEHP) in lieu of any cash payment to the employee. (Payment made in February of the year following year of retirement.)

**REINSTATEMENT AFTER LAYOFF**

Two years

## **2008 HEALTH INSURANCE**

Single: The Employer will contribute \$427.25 - \$525.51 per month for the 2008 single insurance contribution depending on the employee's plan choice.

\$100 per month will be deposited to an employee Flexible Spending Account for those employees choosing the SINGLE Open Access Deductible plan and who made the Flexible Spending Account Election during Open Enrollment or at time of eligibility.

Family: The Employer will contribute \$901.86 - \$1040.75 per month for the 2008 family insurance contribution depending on the employee's plan choice.

Three-quarter employees (3/4) - Employer will contribute 75% of single/family insurance premium.

Half-time employees (1/2) - Employer will contribute 50% of the single/family insurance premium.

## **OVERTIME**

Grade 11 or below shall receive overtime compensation in accordance with the Fair Labor Standards Act (FLSA) only after 40 hours worked (not paid) per week.

Grade 12 and above may receive compensatory time or pay on a straight time basis for the extra hours worked.

## **CALL-IN PAY**

When an employee is called to work, he/she shall receive two hours pay if not put to work. If he/she is called to work and commences work, he/she shall be guaranteed four hours pay.

## **OUT OF TITLE**

After ten (10) consecutive days

## **FUNERAL LEAVE**

Three (3) days of such leave to attend the funeral of the employee's grandparent or grandchild.

Leave with pay for such period of time as the Head of the Department deems necessary, on account of death of the employee's mother, father, spouse, child, brother, sister, mother-in-law, father-in-law, or other person who is a member of the household.

## **UNION LEAVE**

Any employee elected or appointed to a full time paid position by the exclusive representative may be granted a leave of absence without pay for not more than one year for the purpose of conducting the duties of the exclusive representative.

**SICK LEAVE CONVERSION**

Employees with more than 180 days of accumulated sick leave may convert a maximum of 10 days of sick for 5 days of vacation within an IRS payroll reporting year.

**SICK LEAVE FOR DEPENDENT CARE**

In the case of a serious illness or disability of an employee's child, parent or household member, the head of the department shall grant leave with pay in order for the employee to care for or make arrangements for the care of such sick or disabled persons. Such paid leave shall be drawn from the employee's accumulated sick leave credits. Use of such sick leave shall be limited to forty (40) hours per incident.

**SICK LEAVE ACCRUAL**

Effective January 1, 2006: Sick leave shall accumulate at the rate of .0539 of a working hour for each full hour on the payroll, excluding overtime. 14 days per year.

**POST EMPLOYMENT HEALTH PLAN**

Employees with at least one (1) year of service shall be eligible for an Employer contribution of \$260 into a Post Employment Health Plan account. To be paid by April 1 of the following year. (See Article 25 for eligibility requirements.)

**LIFE INSURANCE**

\$50,000 for all eligible employees.